

DYSART UNIFIED SCHOOL DISTRICT #89

MINUTES: GOVERNING BOARD – REGULAR MEETING

2014-2015

January 21, 2015

Location:

Nathaniel Dysart Education Center

STUDY SESSION/WORKSHOP

DEPARTMENT CIP PRESENTATIONS

The study session was called to order at 4:00 PM. A quorum of Board members was present; namely, Bonnie Schroader, Jennifer Tanner, Traci Sawyer-Sinkbeil, and Suzanne Kellis. Dr. Spencer Bailey arrived at 5:19 p.m. Information regarding Department Continuous Improvement Plans was presented. Appendix A

Academic Services
Business Services

Support Services
Human Resources

GOVERNING BOARD SELF-ASSESSMENT WORKSHOP

Dr. Tom Jandris, CEO of Progress Education, provided the Governing Board with an overview of the tenants of Policy Governance including: 1) Board Governance Responsibility; 2) District Owners; 3) Organization Purpose; 4) Ends and Means; 5) Limitations; 6) Board Policy Manual and 7) Monitoring.

An observation process has been in effect for over six months. During the last six (6) month an anonymous group of district administrators observed the Board's interactions within the framework of the Policy Governance model.

Dr. Jandris presented the Policy Governance Observer Activity Report, January 2015. He concludes that overall the implementation process of Policy Governance seems to be progressing in the "fair to good" range. The Board seems to be doing quite well in coming to and acting in consensus – an important and laudable achievement – especially in contrast to its history. He observed that improvement needs to be made in two important areas: 1) Operating and organizational matters affecting personnel and 2) Group and Individual reflection and self-evaluation as it relates to conduct and performance of the Governing Board. Appendix B

The Board collectively expressed an interest to continue the observer activity with a report delivered quarterly. Board members will use the observer rubric as a framework for self-reflection which will be reviewed and reported upon by Dr. Jandris.

I. REGULAR MEETING - GENERAL FUNCTION

1. Mrs. Bonnie Schroader, Governing Board President, called the regular meeting to order at 6:00 p.m. Governing Board members constituting a quorum were present; Mrs. Bonnie Schroader, Ms. Jennifer Tanner, Ms. Traci Sawyer-Sinkbeil, Mrs. Suzanne Kellis and Dr. Spencer Bailey.
2. Bonnie Schroader led the Pledge of Allegiance.
3. A motion by Schroader/Sawyer-Sinkbeil was entered to approve the Agenda Form consistent with Board Policy and temporarily suspend any Governing Board Policy with which this agenda may be inconsistent.

UNANIMOUS

4. Summary of Current Events

- Presentations, Recognitions, Celebrations
 - Rachel's Challenge Heartbeat winners were recognized. Appendix C
 - The Spotlight Video, *Volunteers*, was presented.
 - Dr. Pletnick shared January is School Board Recognition Month and we want to honor our volunteers who serve as our Governing Board and their leadership in this District. We thank you as a local leader for your dedication and willingness to serve as an advocate for our children and public schools. We appreciate the courage, the fortitude and the dedication you as Board Members show every day to ensure we do everything we can to serve all children in our community despite some of the incredible challenges and tough decisions that you must make. Your contributions are very important and are recognized. We thank you for your efforts to make a difference and your unfailing commitment to the continued success of our students now and in the future. Board members were presented with a Certificate of Appreciation and a Starfish pin.
- Superintendent Update – We have received good feedback on our recent Freshman Registration nights. I want to thank our high schools for their planning and organization and to our K-8 schools for their support. We are gearing up for Kinder registration and will mail the postcard invitation to the community this month to arrive in mailboxes February 6th.
- Governing Board Update
 - Jennifer Tanner thanked Dr. Pletnick and everyone who recognized the Board; it is both a privilege and sometimes a curse to serve. I have learned so much about education from my Board service and am grateful for that opportunity. I attended a couple of Dysart High School boys' basketball games.
 - Suzanne Kellis shared she knows that with the looming budget cuts there is a gray cloud over us but that tonight she feels so honored and excited to be part of Dysart and that is such a ray of sunshine. After shaking hands with these great people who are honoring Rachel's memory and also hearing and watching our volunteers in action in the district she feels there is so much good that is happening. Listening to the various departments give their CIP presentations today, she is in awe and feels a lot of gratitude for the hard work done, the money saved, the students served and the community we are building and supporting.
 - Spencer Bailey had the opportunity to speak to a few parents who attended the Future Freshman Night. He indicated we may want to have a future parent of a freshman night to prepare some of these parents for freshman night. He received very good reports that the students were very well informed but the parents were overwhelmed.
 - Traci Sawyer-Sinkbeil – On January 10th she participated in an ASBA Advocacy Training and learned tips on how the community can get involved in any type of legislation. She attended the Senate Education Committee Meeting on the 15th of January where Senate and House bills were passed regarding the graduation requirement of passing the Civics Test. She also attended the City of Surprise general plan update meeting. Congratulations to the Dysart students named to the Surprise Youth Council; 14 of the 25 named to the council were Dysart students. Congratulations to the Dysart Spelling Bee champion and Rancho Gabriela student, Khamilia Mitchell.

5. Audience with Individuals or Groups

Parents, Katie Perea and Christina Counts, expressed their anguish and disappointment in losing teachers as a result of the reduction in force. Angie Normand with YES for Dysart Children echoed their sentiments and apologized for not doing enough to get the Override passed. She invited everyone to help YES for Dysart Children get the next Override passed. A meeting of the group is scheduled for Saturday, January 24th at 5:30 p.m. at the Surprise Regional Library.

ACTION/CONSENT

A motion by Schroader/Tanner was entered to approve the consent items as presented. UNANIMOUS

ACTION/CONSENT

1. Recommendation to Approve the COMMERCEVANTAGE™ Commercial Card and AP Card Agreement with Commerce Bank and Authorize the Executive Director of Business Services to Sign the Agreement and Any Affiliated Documents
Approved UNANIMOUS
2. Recommendation for Approval of Cooperative Purchases Over the \$100,000 Threshold for the 2014-2015 Fiscal Year
Approved UNANIMOUS
3. Recommendation to Approve Personnel Action Items for the Period of January 7, 2015 Through January 21, 2015
Approved UNANIMOUS
4. Approval of the Minutes of the January 7, 2015 Governing Board Meeting and Workshop
Approved UNANIMOUS
5. Hearing Officer's Recommendation(s) for Long Term Suspension
Accepted the Hearing Officer's recommendation to long term suspend students in the matter of Student Discipline Hearings HOR1415-020 and HOR1415-021. UNANIMOUS
6. Recommendation to Approve Overnight and Out-of-State Travel
Approved as listed. UNANIMOUS
7. Acceptance of Donations, Gifts and Grants
Accepted as listed. UNANIMOUS
8. Extra-Curricular Tax Credit Fund and Student Activities Fund Reports for the Month of December 2014
Acknowledged receipt. UNANIMOUS
9. Approval/Ratification of Payroll Vouchers 23, 7606, 24, 7607, 25 and 7608 in the Amount of \$9,340,390.19
Approved/Ratified UNANIMOUS
10. Approval/Ratification of Expense Vouchers 1027 in the Amount of \$2,249,675.69
Approved/Ratified UNANIMOUS

INFORMATION

15. Update on Recommendations for Implementation of the Override Reductions
Dr. Gail Pletnick, Superintendent, shared information about the \$18M in cuts which must be made due to the failure of voters to approve the 15% Override during the General Election. For 2015-2016, \$6M must be cut from the M&O budget; those cuts must be to programs as stated in the 2010 Override Election Pamphlet; and that means cutting positions/people. We must eliminate the override funded all-day kindergarten program and move to the state's mandated 1/2 day kindergarten program (cuts to people), we can no longer maintain class size (cuts to people), instead of providing art, music, band, PE and athletic programs, the district must reduce and finally eliminate these special area programs (cuts to people) and reduce support for interventions (cuts to people). If an override election is not passed by the voters in 2015, an additional \$6M must be cut in 2016-2017 and finally \$6M more for a total of \$18M must be cut in 2017-2018.

The failure of the voters to approve the 15% Override leaves us with no other option but to cut \$6M from our budget. There is no turning back from the action the Board must take in budget cuts. Item #14 which RIFs (Reduction in Force) people must be made as a recommendation for action because programs are people and salaries and class size are positions and people and this action is what the "NO" vote directed us to do.

ACTION/DISCUSSION

11. Recommendation for Implementation of Governing Board Policy Section 10.12 – Open Enrollment for the 2015-2016 School Year
After discussion, a motion by Sawyer-Sinkbeil/Kellis was entered to authorize the Superintendent to implement the Open Enrollment Policy as presented for the 2015-2016 school year. UNANIMOUS
12. Recommendation for Approval and Adoption of Revised Governing Board Policy – 10.60 – Sex Offender Notification – Second Reading
A motion by Schroader/Tanner was entered to approve and adopt revision of Governing Board Policy 10.60 – Sex Offender Notification. UNANIMOUS
13. Policy Governance-Board Monitoring of Adopted Policies Section 5.0 – Support Services and 6.0 – Facilities Development and Revision of Governing Board Policies – Second Reading
After discussion, a motion by Tanner/Sawyer-Sinkbeil was entered to approve and adopt revised policies 5.1, 5.4, 5.10, 5.20 and 5.22. UNANIMOUS
14. Recommendation to Approve Notices of Intent Not to Re-employ Certificated Staff for the 2015-2016 School Year Due to a Reduction in Force
After discussion, a motion by Schroader/Sawyer-Sinkbeil was entered to approve non-renewal of certificated staff as listed for the 2015-2016 school year, and authorize the Executive Director for Human Resources, on behalf of the Governing Board, to provide written notice of non-renewal prior to April 15, 2015. UNANIMOUS

Board members indicated the action taken was necessary and was done with heavy hearts knowing the decision affects the teachers listed, the teachers left behind, families and students. The District is not lowering its expectations and

will continue to achieve the goals of the Strategic Plan. Like everyone in education, more is expected with less.

Ms. Tanner shared the district has been facing deep cuts to education for the past several years and has endlessly endeavored to keep it as far away from the classroom as possible. Sadly it isn't until things are right at our doorsteps that we realize what's happening and start paying attention. There are some who have talked about leaving the district for other jobs or taking their children outside the district. Ms. Tanner said, "I understand that thought process, I have that mother bear aspect myself in several things in life where our duty is to protect our families and our children. But the way education is going in this state, we can only pick up our cubs and run for so long because it will eventually find us wherever we are. There comes a point where we have to stand up and defend what is important to us. And right now we need to do that in the state of Arizona for education. Now is the time to get in contact with your legislators and tell them how public education is important to you. Until we do that, until we stand up and advocate for what's important to us, it will just keep happening no matter where we are in the state, no matter what school we attend, no matter where we take our children."

REQUESTS FOR FUTURE AGENDA ITEM(S)

None

ADJOURNMENT

On a motion entered by Schroader/Tanner and by a unanimous vote, the meeting ended at 7:03 p.m.

Signed

Date:



February 4, 2015

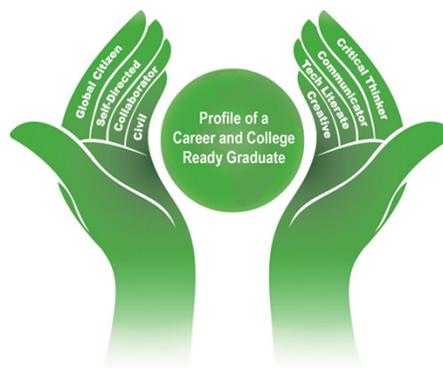
Dysart APPENDIX A Departments CIP Presentation

Academic Services
Business Services

Support Services
Human Resources

Strategic Plan Goal A: Academics

All Dysart students will graduate ready for college, career, and life in a globally competitive economy by mastering New Century Learner skills as defined by the Dysart's Profile of a Graduate.



Academics (cont.)

- 21st Century Collaborative Network
- 5-year Curriculum, Assessment and Resource Revision Cycle

Strategic Plan Goal B: Culture & Leadership

Implement the “We are Dysart” culture defined by common beliefs, high expectations, collaboration, and shared leadership resulting in improved student success as defined by the strategic plan academic goals.

Culture & Leadership (cont.)

- Recognition Initiatives
 - Dysart Heartbeats

- Research and Planning Initiatives
 - Customer Service; Communication

- Promoting Continuous Learning
 - Dysart Essentials

Strategic Plan Goal C: Safety

Through consistent processes students and staff will be safe and secure.

Safety (cont.)

- Safety Communication Plan
- Evaluation of Safety Procedures

Strategic Plan Goal D: Resources

Provide resources to support the Strategic Plan.

- Renewal Override submitted to community on November 4, 2014 - Failed
- Planning for resubmission for Override to voters on November 5, 2015

Resources (cont.)

- Annual completion of budgets and required reports

- FY 15 Budget adopted July 14, 2014, and
Budget Revision 1 Adopted Dec. 3, 2014

- FY 14 Annual Financial Report Approved and
Submitted October 1, 2014

- FY 14 Independent Auditors Report and CAFR
completed Nov. 20, 2014

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DYSART UNIFIED SCHOOL DISTRICT

POLICY GOVERNANCE OBSERVER ACTIVITY REPORT

JANUARY 2015

INTRODUCTION:

The Governing Board of Dysart Unified School District (DUSD) is committed to conducting its official business through and in the framework of Policy Governance. To that end, years of preparation, training, and policy review have been undertaken. During the 2012 - 2013 school year, the Board approved and adopted the final, new and revised district policies to align to policy governance standards. The Board also committed to the development of future policy to those standards as well as to the conduct of its meetings and other Board processes in alignment with policy governance standards.

An important component of policy governance is for the Board to commit to a process of self-evaluation, as it relates to policy governance practices adherence. To facilitate that evaluation, the Board established a process by which a team of trained, Board “observers” would monitor Board practices and report anonymously on those practices through the policy governance consultant to the Board.

The observation process has now been in effect for over six months. The observers have done reasonably well living up to the requirement to submit reports to the consultant within two business days of each Board meeting. Further, this implementation period provides a valid and reliable span of time upon which to analyze Observer reports and provide initial feedback to the Board.

A summary of that analysis follows:

ANALYSIS OF BOARD OBSERVER REPORTS

Relative to the policy governance category of “**GROUP PROCESS**,” and the six subcategories comprising it, the following observations are important:

1. Agenda: “The agenda evidences a focus on Board topics rather than staff topics.” – The MEAN rating is 4.9 (out of a 5 point scale) with 5.0 being high performing. This rating and analysis suggest that agendas are being well developed and are absent any significant breaches of policy governance standards.
2. Ends: “The Ends are monitored and referenced to guide direction.” – The Mean score is 4.0. The rating and analysis suggest good adherence by the group to monitoring Board “Ends.” There seems to be consensus that the Board focus on the review and implementation of the strategic plan was particularly well done. Apparently, creating further understanding within the Board that, in the adoption of the budget, it establishes “Ends,” could further strengthen the Board’s performance in this area. The Board should strive to improve on focusing only on “Ends” without becoming further involved in detailed, budget, item analysis unless necessitated by the occurrence of unaccomplished “Ends.”
3. Means: “Discussions of Means are limited to only “Board Means.” – The AVERAGE rating is 3.75. There appears to be a fair to good performance related to this standard. In contrast, however, it was reported in several instances, that the Board violates Policy governance standards when discussing “job descriptions.” The details of a job description, outside of that for the Superintendent or as may be referenced in any specific Board Policy, violates Policy governance standards in that they are not Board Ends or Means.
4. Adherence to Written Policies: “The Board and its officers follow the policies and act on reasonable interpretations of the policies.” – The MEAN rating is 3.38. There appears to be fair to good adherence to written policies. It seems, the Board struggles with its policy governance role as it relates to matters of operational restructuring, staff positions, and job descriptions.
5. Adherence to Policy Procedures: “The Board monitors all appropriate policies in the manner described in those policies.” - The MEAN rating is 3.57. Once again, there appears to be fair to good conduct relating to Board Procedures. As suggested earlier, the Board needs to limit its involvement in human resource matters to Board Ends and Means and attempt to avoid engaging in operations.
6. Reflection: “The Board shows evidence of reflecting on its own conduct.” – The MEAN rating is 2.75. – There is little or no evidence that, as a group, the

Board spends time reflecting on its own conduct. There is little evidence of public, self-evaluation. Such activity could be very beneficial to the Board as well as to the over-all, organizational climate, by way of a positive example.

Relative to the category of “**INDIVIDUAL CONTRIBUTIONS,**” and the eight sub-categories comprising it, the following observations are important:

1. Participation in Discussion: “Percentage of Board members that participated in discussion.” - The MEAN rating is 4.7. This high rating suggests that individual Board members are participating and are engaged in the activities of the Board.
2. Individual vs. Policy Focus: “Instances of members advancing individual (private) agendas.” – The MEAN score is 2.57. This poor to fair measure suggests that, too often, individual Board members engage in discussion or comments reflective of their own, personal circumstances, points of view, personal biases, or individual agendas, as opposed to representing the interests of the “Owners” as defined by Policy Governance. There were reports that occasionally board members may be confusing their roles as Board members with their own parenting roles.
3. Consensus Support: “Evidence of support for consensus authority.” – The MEAN score is 4.5. This high score suggests that the Board is increasingly conscious of the need to perform and act by consensus.
4. Reference to Board Policies: “Number of references or quotes of Board policies.” – The MEAN score is 2.25. Apparently, too infrequently, individual Board members make reference to Board Policy. This suggests a lower than appropriate focus on policy in their primary role as makers and agents of that policy.
5. Suggested Policy Changes/Clarification: “Number of suggested changes to or clarification of Board policies.” – The MEAN score is 2.0. Given the relatively low number of reports of incidences of suggested policy changes, there are two possible interpretations of relevance: a) the recently revised and/or approved changes are adequate and serve the District’s needs; or b) individual Board members lack the confidence, expertise and/or motivation to suggest changes at this level.
6. Policy Governance Clarification: “Number of discussions involving clarification of Policy Governance” (processes, definitions, standards). – The

MEAN score is 5.0. This score is a little misleading. It reflects the fact that Observers highly rated the quality of those instances when Board members did make such inquiries. However, the score should not be overly emphasized due to the fact that only two such instances were observed/reported in over six months. This is a procedural limitation that should be eliminated in future Observer training.

7. & 8. Process Improvement, Reflection: “Number of proposals or suggestions for an improvement to a Board process”; and, “Give evidence of reflection on own conduct.” Relative to these two categories, there is no MEAN available, since there were no reports in over six months relating to the observation of these behaviors by Board members. This reality reinforces the point of view suggested earlier that, as a group as well as individually, the Board does not engage in reflective, self-study, and/or self-evaluation.

CONCLUSIONS:

Overall, the implementation process of Policy Governance seems to be progressing in the “fair to good” range. The Board seems to be doing quite well in coming to and acting in consensus - an important and laudable achievement - especially in contrast to its history.

In contrast, improvement seems to be required in two important areas:

1. When it comes to operating and organizational matters affecting personnel, the Board tends to cross over from its policy governance role into attempts to influence (dictate?) operating “Means.”
2. The Board, both collectively and individually, should demonstrate a commitment to both group and individual reflection and self-evaluation as it relates to conduct and performance. This can be an important element in improving overall organizational climate. If faculty, staff, students, and the community observed a commitment to assessment and accountability by the Board regarding itself, that example could provide the “moral authority” for the Board to expect the same of the rest of the District’s stakeholders.

APPENDIX C

Rachel's Challenge Dysart Heartbeats January 21, 2015

Sonoran Heights – Camerin Conlee

Sunset Hills – Leandra Edwards

Surprise – Heather Polk

Thompson Ranch – Liz Lugo

West Point – Jennifer Auch

Western Peaks – John Jacob

Sundown – Dudlienna Saaed

Valley Vista High School – Matt Bell

Willow Canyon High School – Juan Aldava